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3. Those in attendance must be prepared to discuss the claims, defenses and damages. The failure of any counsel, party or authorized person subject to this order to appear in person may result in the imposition of sanctions. In addition, the conference will not proceed and will be reset to another date.
4. The parties are directed to submit their confidential settlement conference statements to the court using the following email address: mjsorders@caed.uscourts.gov. Plaintiff shall mail his confidential settlement statement addressed to Laurie Yu, Courtroom Deputy to Magistrate Judge Seng, USDC CAED, P.O. Box 575, Yosemite, CA 95389. The envelope shall be marked “Confidential Settlement Statement.” If a party desires to share additional confidential information with the court, they may do so pursuant to the provisions of Local Rule 270(d) and (e). Upon submission of confidential settlement statements, each party shall file on the docket a “Notice of Submission of Confidential Settlement Statement.” Statements are due at least 7 days prior to the settlement conference.
5. Settlement statements **should not be filed** with the Clerk of the Court **nor served on any other party**. Settlement statements shall be clearly marked “confidential” with the date and time of the settlement conference indicated prominently thereon. The confidential settlement statement shall be **no longer than five pages** in length, typed or neatly printed, and include the following:
- a. A brief statement of the facts of the case.
 - b. A brief statement of the claims and defenses, i.e., statutory or other grounds upon which the claims are founded; a forthright evaluation of the parties’ likelihood of prevailing on the claims and defenses; and a description of the major issues in dispute.
 - c. A summary of the proceedings to date.
 - d. An estimate of the cost and time to be expended for further discovery, pretrial, and trial.

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- e. The relief sought.
 - f. The party's position on settlement, including present demands and offers and a history of past settlement discussions, offers, and demands.
 - g. A brief statement of each party's expectations and goals for the settlement conference.
6. The Clerk of the Court is directed to serve a copy of this order on the Litigation Coordinator at California State Prison, Corcoran, via facsimile at (559) 992-7372.

IT IS SO ORDERED.

Dated: February 4, 2016


UNITED STATES MAGISTRATE JUDGE